

27 SEPTEMBER 1993



Personnel

MILITARY EDUCATION

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OPR: HQ USAF/DPPE
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Certified by: HQ USAF/DPP
(Brig Gen Charles R. Heflebower)

Pages: 8
Distribution: F

- 1.** Military education programs expand knowledge and increase one's understanding of the role of aerospace power in war. This directive establishes policies to ensure these programs are available to Air Force people.
- 2.** Officer professional military education (PME) programs improve warfighting knowledge and skills and prepare officers to assume higher levels of command, staff, and operational duties and responsibilities.
- 3.** Air Force officers are expected to complete the level of PME appropriate to their rank, responsibility, and career progression.
- 4.** The Air Force designates the best qualified officers to attend resident PME.
- 5.** The Air Force enlisted PME program strengthens the ability of enlisted members to lead and manage.
- 6.** Air Force enlisted members will complete the appropriate level of resident PME before promotion. Air Reserve Component personnel will complete the appropriate level of resident or nonresident PME before promotion.
- 7.** The Air Force provides advanced academic education to prepare officers to perform the duties of a specifically designated position (or to meet the needs of a particular career field).
- 8.** The Air Force provides continuing education in specialized areas to fill requirements established by career field functional managers.
- 9.** The Air Force provides quality voluntary educational opportunities, monitored by the Quality Education System, designed to complement the professional development of military and Department of

Defense (DoD) civilian personnel, provide a vehicle for self-development, and serve as a recruiting and retention incentive. Degree completion is emphasized.

10. The Air Force, through the Community College of the Air Force (CCAF), offers specialty degree and certification programs to improve the technological, managerial, and leadership skills of enlisted members.

11. This directive establishes the following responsibilities and authorities:

11.1. HQ US Air Force is responsible for policy oversight and advocacy of the Air Force's military education programs and for interface with the Office of the Secretary of Defense staff concerning development of DoD policy and legislative initiatives. The Assistant Secretary of the Air Force for Manpower, Reserve Affairs, Installations and Environment (SAF/MI) discharges this responsibility for the Secretary of the Air Force.

11.2. The Deputy Chief of Staff, Personnel (HQ USAF/DP) develops, coordinates, and executes personnel policies and essential procedural guidance for managing the military education program.

11.3. The Chief of Air Force Reserve (HQ USAF/RE) develops education programs and oversees them for the Air Force Reserve force.

11.4. The Director of Air National Guard (NGB/CF) develops programs and oversees them for the Air National Guard force.

11.5. The Air Force Education Requirements Board provides corporate oversight of graduate education (GE) and professional continuing education (PCE) requirements; provides policy guidance and resource management; develops implementation priorities; and approves requirements.

11.6. Headquarters Air Force Military Personnel Center (HQ AFMPC) establishes and executes programs for officer and enlisted PME selection; in coordination with functional assignment teams, establishes and executes programs for selection of officers for GE; and manages the assignment and use of GE graduates.

11.7. Air University provides procedures for executing academic programs to implement PME, GE, and PCE. The commander confers degrees upon graduates of GE.

11.8. Air Education and Training Command establishes academic and administrative guidance, provides resources, and confers degrees upon graduates of CCAF. The Commander, CCAF, establishes programs, provides guidance, and manages resources necessary to implement this policy.

11.9. Major commands (MAJCOM) are responsible for implementing policies and procedures to meet military education objectives.

12. See **Attachment 1** for measures used to comply with this policy.
13. See **Attachment 2** for a list of governing publications.

BILLY J. BOLES, Lt General, USAF
DCS/Personnel

Attachment 1

MEASURING AND DISPLAYING COMPLIANCE WITH POLICY

A1.1. The Air Force policy that officers should complete the level of PME which is appropriate to rank, responsibility, and career progression is assessed by measuring the percent completion of primary education, Intermediate Service School (ISS), and Senior Service School (SSS). Each level of education is specifically designed for officers of a particular grade at a time in their career when they are preparing for the next level of responsibility (for example, Air Command and Staff College is designed to prepare majors for command and for Air Staff and MAJCOM staff positions). HQ AFMPC will extract the necessary data from the Personnel Data System. Measurements and data will be transmitted to HQ USAF/DPPE not later than 15 January and 15 July of each calendar year. Data will be collected through RCS: HAF-DPP(SA) 9364, *Completion of Resident/Nonresident PME Appropriate to Grade*. Reporting will be continued during emergency conditions using emergency status code C-3, delayed (**Figure A1.1.**).

A1.2. Compliance with GE policy is assessed by measuring the percent of AFIT produced degrees (masters and PhD) matched against Advanced Academic Degree (AAD) requirements, and the percent of AFIT graduates assigned to an AAD billet within two assignments following graduation. HQ AFMPC will extract the necessary data from the personnel data system. Measurements and data will be transmitted to HQ USAF/DPPE not later than 1 October of each calendar year. Data will be collected through RCS: HAF-DPP(A) 9365, *Graduate Assignments and Fill Rates for AAD Billets*. Reporting will be continued during emergency conditions using emergency status code C-3, delayed (**Figure A1.2**) and **Figure A1.3.**).

A1.3. Compliance with ES policy is assessed by taking measurements in degree production, quality review, and tuition assistance funding. The policy of emphasis on degree completion is measured by determining the number of degrees produced per thousand of the Air Force population, annually. Quality is measured by the percent of quality review visitations completed per year. Funding of tuition assistance is measured by the dollars expended per member, per year. Data and measurements are provided from command and finance system reports, and will be transmitted to HQ USAF/DPPE not later than 15 May and 15 November of each calendar year. Data will be collected through RCS: HAF-DPP(Q&SA) 7106, *Education Services Program Report*. Reporting will be continued during emergency conditions using emergency status code C-2, normal (**Figure A1.4.**, **Figure A1.5.**, through**Figure A1.6.**).

Figure A1.1. Sample Metric of Completion of Resident/Nonresident PME at End of Eligibility.

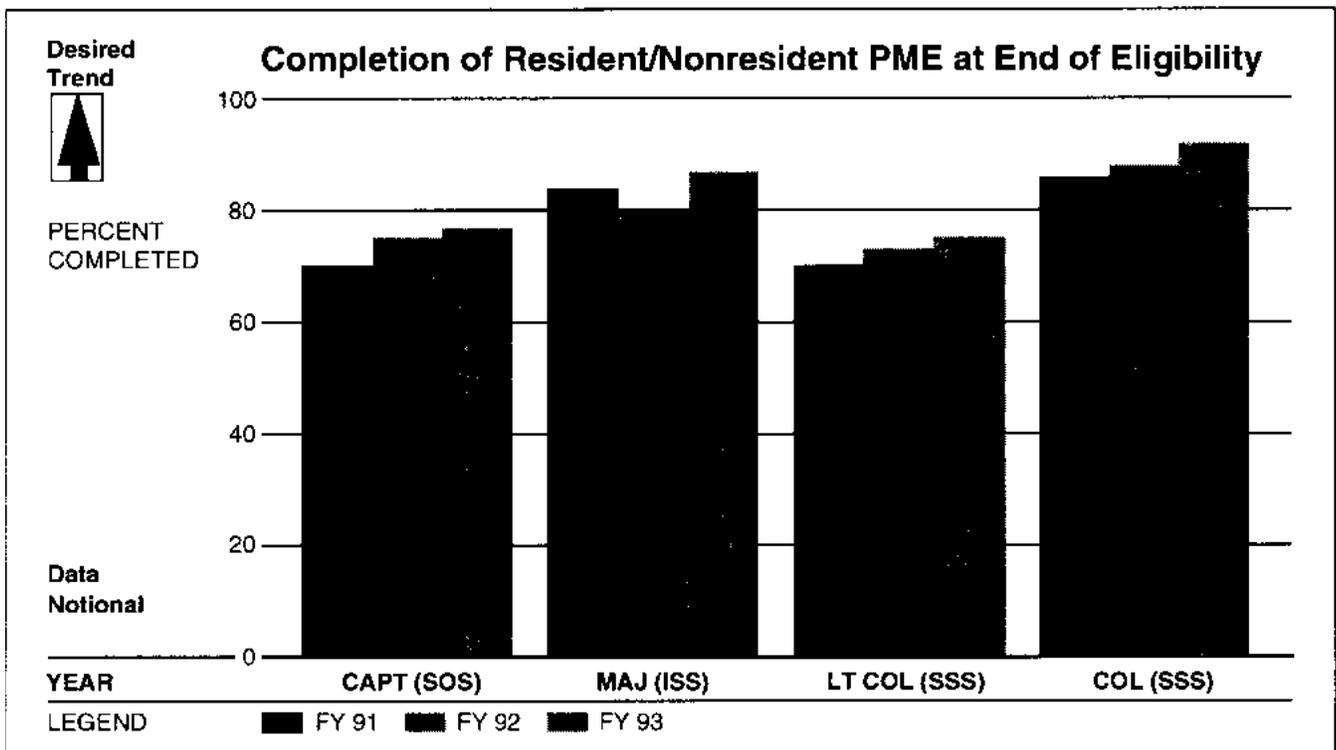


Figure A1.2. Sample Metric of Graduate Assignments.

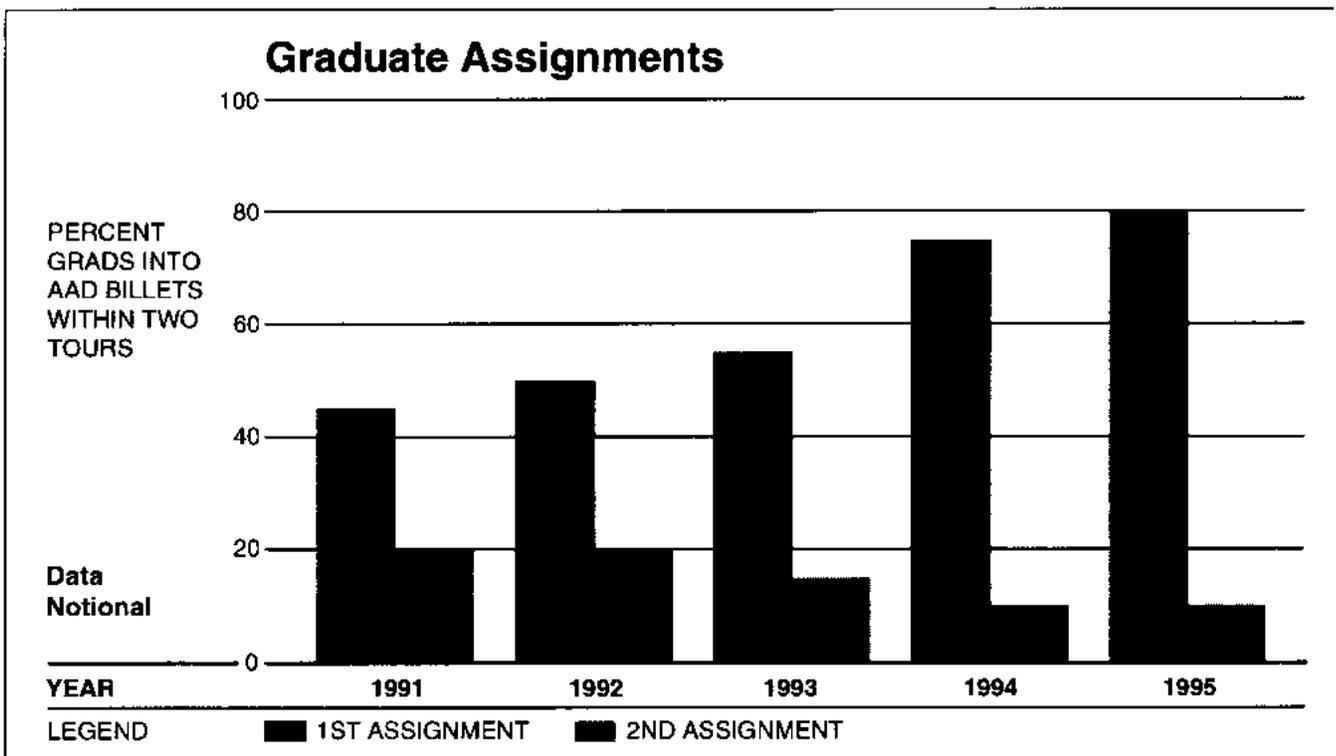


Figure A1.3. Sample Metric of Fill Rates for AAD Billets.

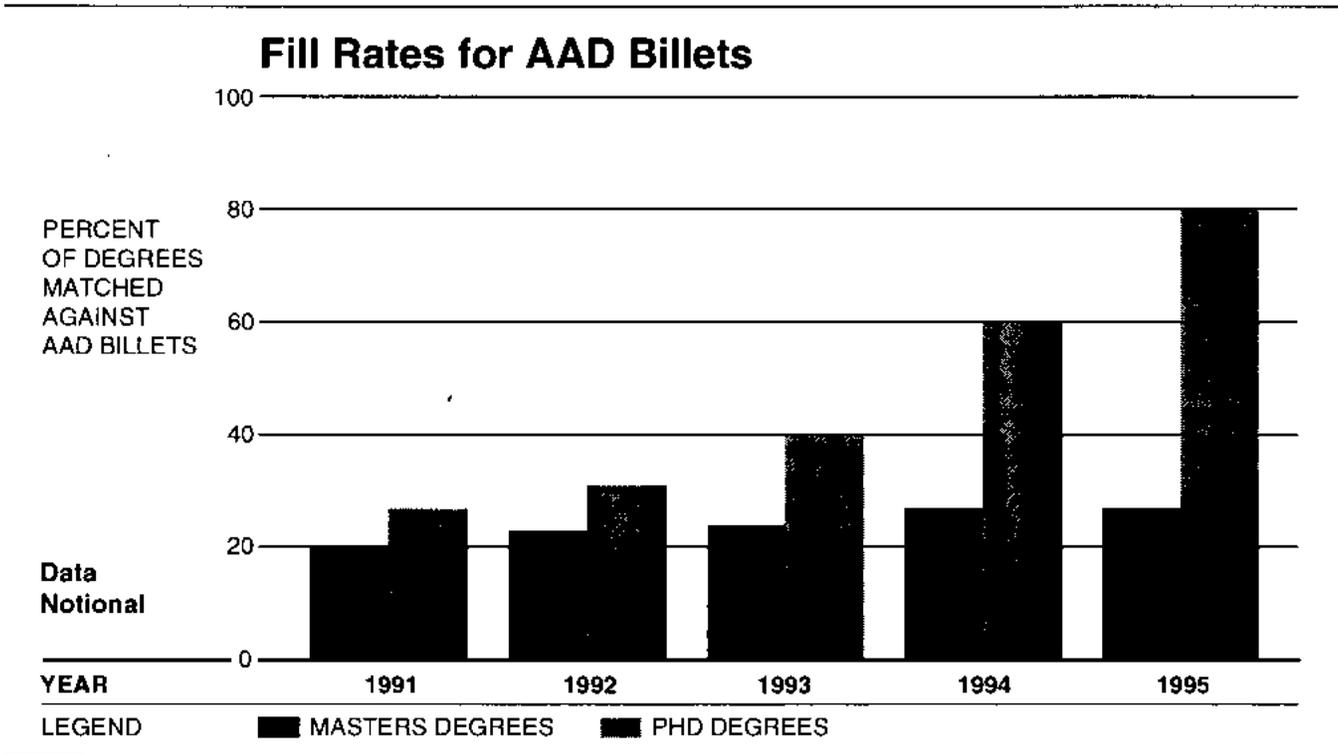


Figure A1.4. Sample Metric of Degrees Awarded Per Thousand of Population.

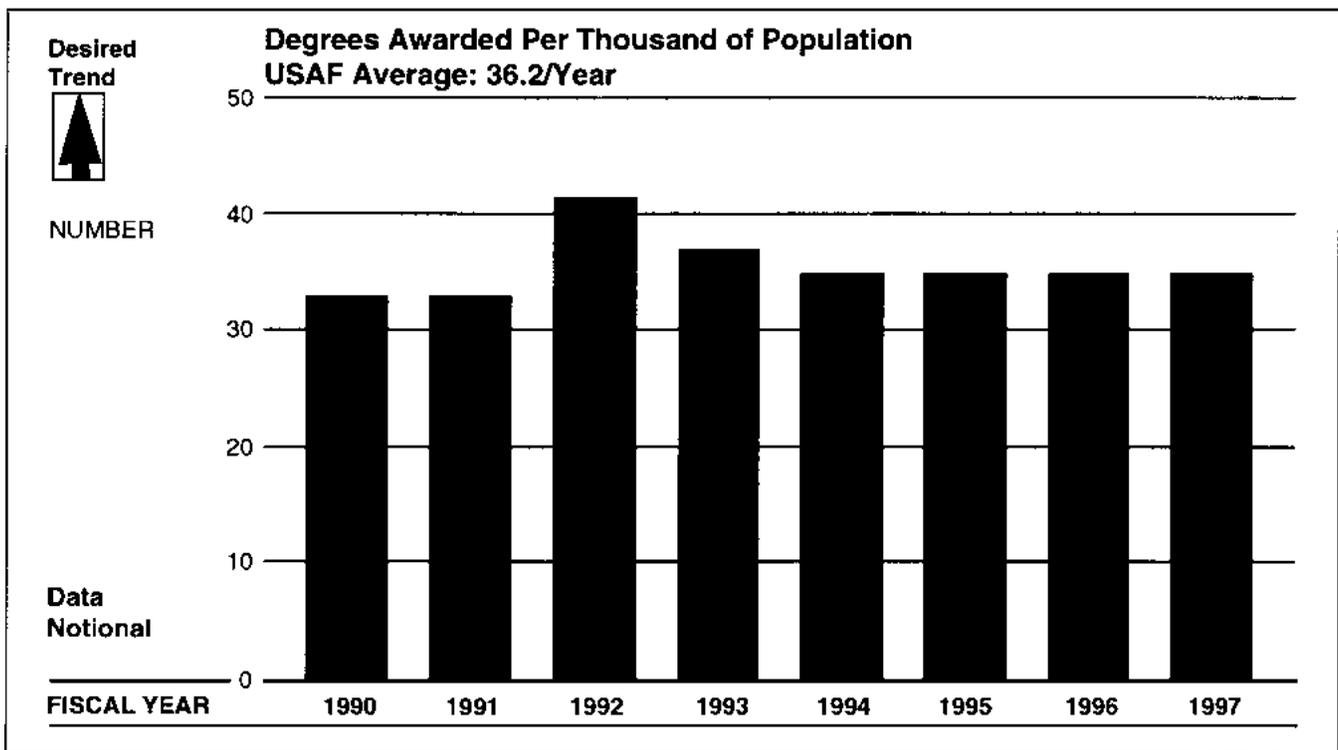


Figure A1.5. Sample Metric of AF Quality Education System Visits at Installations.

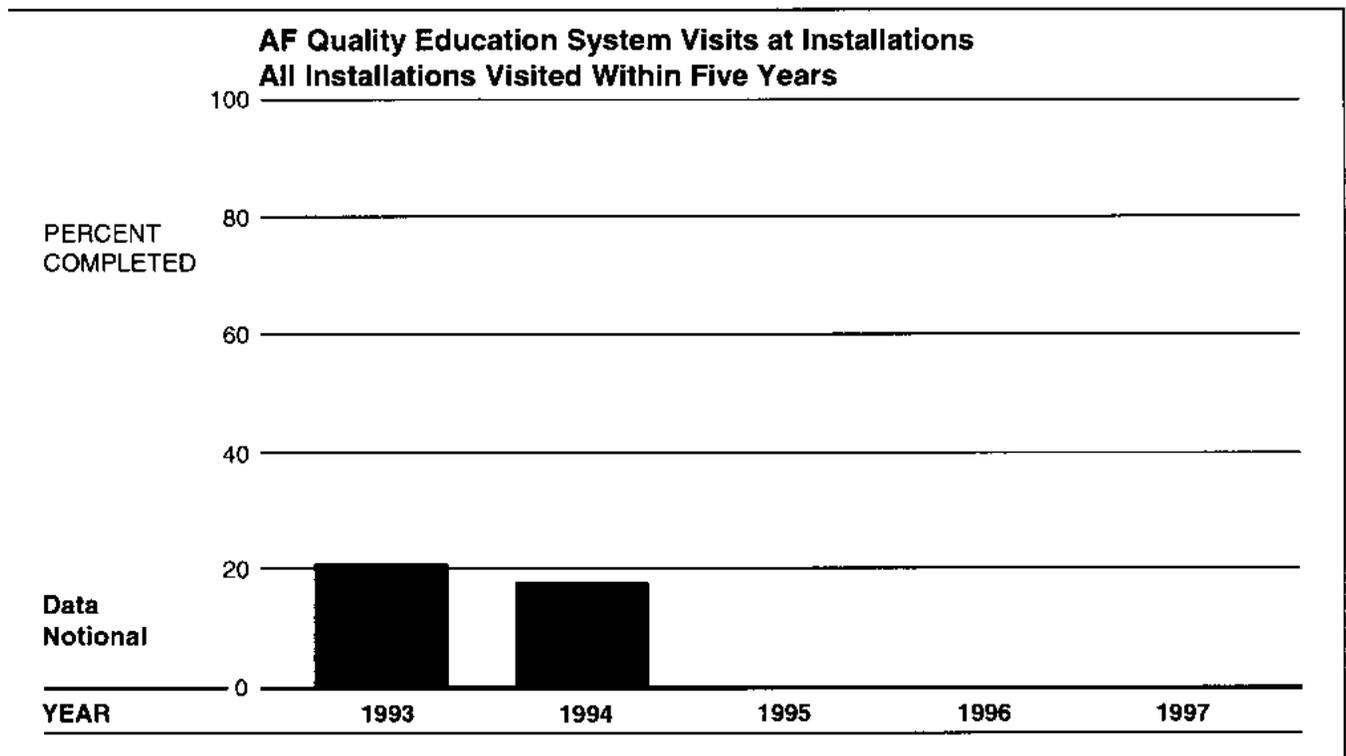
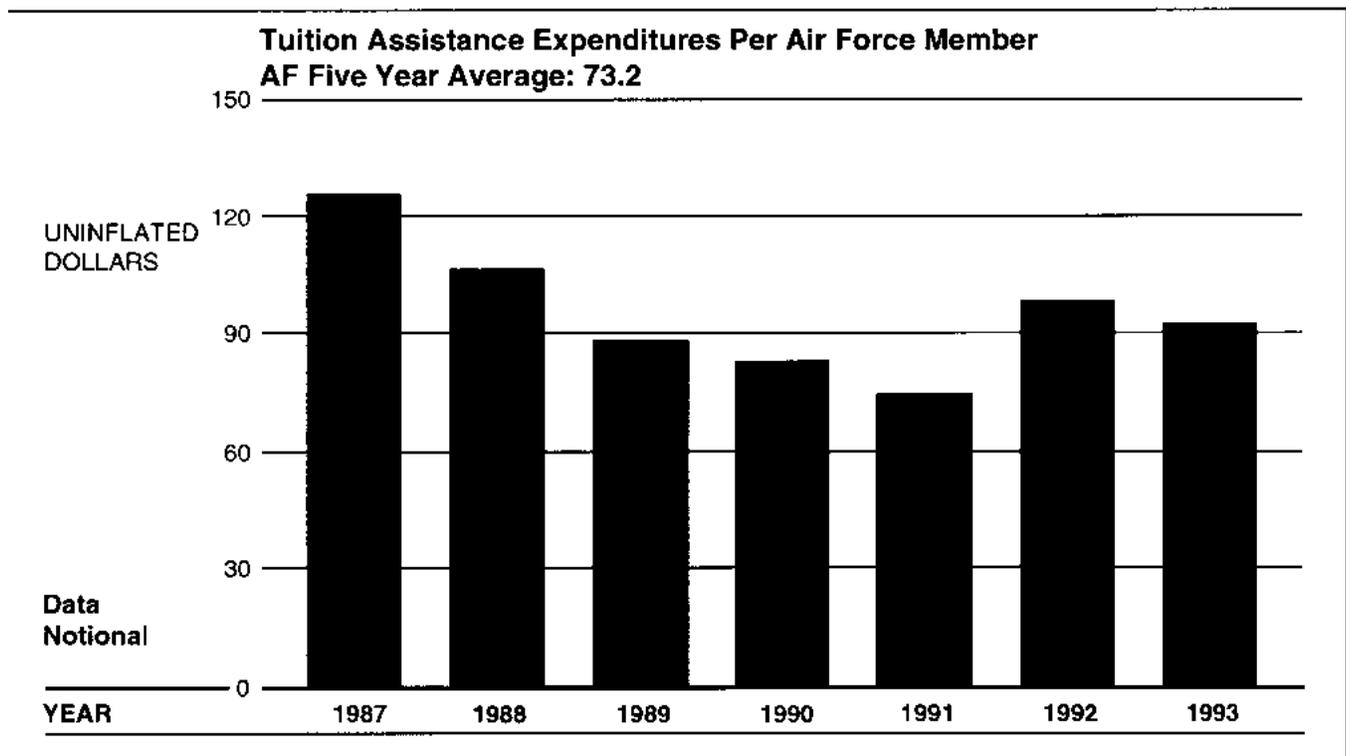


Figure A1.6. Sample Metric of Tuition Assistance Expenditures Per Air Force Member.



Attachment 2

GOVERNING DOCUMENTS

Implementing Publications

Title 10, United States Code, Section 9315, *Community College of the Air Force: Associate Degrees*, December 12, 1980.

Title 10, United States Code, Sections 406d and 663, *Education*, December 5, 1991.

DoD Instruction 1322.8, *Voluntary Education Programs for Military Personnel*, July 26, 1987.

DoD Instruction 1322.10, *Graduate Education for Military Officers*, August 31, 1990.

DoD Instruction 1322.19, *Voluntary Education Programs in Overseas Locations*, May 9, 1988.

CM 344-92 (**Source Availability:** Chairman of the Joint Chiefs of Staff, Washington, DC 20318-0001), *Military Education Policy Document*, March 23, 1993

Interfacing Publication

AFPD 36-22, *Military Training*, (No Former Publication)